

5-16-1969

Board of Trustees Minutes, May 16, 1969

Eastern Washington State College

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Eastern Washington State College

MINUTES OF BOARD OF TRUSTEES MEETING

Friday, May 16, 1969
Camlin Room, Ridpath Hotel
Spokane, Washington

The Board of Trustees of Eastern Washington State College held a business meeting on Friday evening, May 16, 1969, in the Camlin Room of the Ridpath Hotel in Spokane, Washington. The meeting was called to order at 6 p.m. by Chairman L. G. Carmody. The following were present:

Board Members

Mr. L. G. Carmody
Mr. Melvin B. Voorhees
Mr. Harvey Erickson
Mrs. Frederick Wilson, Jr.
Mr. Thomas F. Meagher

Staff

Dr. Emerson Shuck, President
Dr. George Kabat
Dr. Daryl Hagie
Mr. Fred Johns
Mr. H. R. Koslowsky
Miss Marianne Hall
Dr. Wayne Loomis

Guests

Mr. James Edmonds -- Faculty Organization
Mr. Mike Murphy -- Associated Student Body
Mr. Robert Van Schoorl -- Associated Student Body
Mr. Walter Schaar -- Alumni Representative
Miss Scherry Hanson -- Associated Women Students
Mr. Bob Simpson -- Associated Men Students

Prior to the handling of any agenda items, Chairman Carmody expressed the Board's appreciation to Dr. George Kabat for his many years of faithful and dedicated service to Eastern Washington State College as Dean of Academic Affairs.

MINUTES

The minutes of the Board of Trustees meeting held April 18, 1969, were approved in a motion by Mr. Meagher and seconded by Mrs. Wilson, and passed.

PRESIDENT'S REPORT

The President reported to the Board on a number of informational and pending items.

PERSONNEL ACTIONS

Mr. Meagher moved that the following recommended Personnel Actions be approved by the Board with a second by Mr. Voorhees, and they were passed.

A. Administrative

1. Change of Status

Kabat, George J., terminate administrative assignment as Dean of Academic Affairs, effective September 1, 1969; to continue as Professor of Sociology and Professor of Education. Salary: \$16,450 - academic year, 1969-70.

2. Administrative Appointments -- 1969-70

Jay, Elizabeth, Counsellor in Counseling Center, effective September 1, 1969. Salary: \$8450 for 10-month period.

B. Academic

1. Academic Year Appointments

Faculty - 1968-69

Anderson, William P., Graduate Assistant in Management, Spring Quarter. Salary: \$750.

Carriker, Robert, Part-time Instructor in History, Spring Quarter. Salary: \$600.

Fletcher, Violet, Substitute teacher for Campus School for 4 days. Salary: \$100.

Hepler, Cedric L., Part-time Instructor in Humanities, Spring Quarter. Salary: \$600.

Paetel, John H., Graduate Assistant in Accounting, Spring Quarter. Salary: \$750.

Sibulsky, Carol, Graduate Assistant in Management, Spring Quarter. Salary: \$750.

Yuse, Frank T., Part-time Instructor in English, Spring Quarter. Salary: \$480.

Pre-Graduate Assistants

Lysher, Gary, Pre-graduate Assistant in Sociology, Spring Quarter. Salary: \$75 per month.

Faculty - 1969-70

Balabanis, Achilles, Assistant Professor of Music, full time. Salary: \$10,500.

MacKinnon, Mary, Acting Instructor in Art (Visiting Instructor in Art if Master's completed). Salary: \$7,650.

C. Non-Academic

1. Appointments

Barrington, Thomas, Custodial Worker I for Physical Plant, effective April 7, 1969. Salary: \$390 per month. Replacing Sewell Prescott.

Bucklin, Edith P., Assistant Professor of Physical Education, full time, with salary of \$9,000, contingent on completion of Master's Degree; otherwise, rank to be Instructor with salary of \$8,500.

Carey, Richard J., Assistant Professor of French, full time.
Salary: \$11,200.

Dalapas, Antonia, Assistant Professor of Music, full time.
Salary: \$9,700.

Engquist, Michael L., Assistant Professor of Mathematics, full time. Salary: \$10,200 without doctorate; \$11,000 with doctorate.

Martin, Jackson J., Associate Professor of Education; Director of the Campus School, full time. Salary: \$14,000 for eleven months beginning September 1.

Smith, Virginia A., Visiting Assistant Professor of Elementary Education, Campus School, full time. Salary: \$10,000.

Torres, David, Assistant Professor of Spanish, full time. Salary: \$9,500 without doctorate; \$10,500 with doctorate.

Trinkle, Bruce H., Visiting Assistant Professor of Music, full time.
Salary: \$9,800.

2. Resignations - Academic

Chan, Benjamin C., Assistant Professor of Philosophy, effective June 6, 1969.

Ismael, Tareq Y., Assistant Professor of Political Science, effective June 6, 1969.

Rees, Willis W., Assistant Professor of Psychology, effective June 6, 1969.

Robaire, Simone, Assistant Professor of French, effective June 6, 1969.

Uibel, Howard F., Assistant Professor of Physical Education, effective June 6, 1969.

3. Resignations - Library

Uibel, Barbara S., Visiting Audio-Visual Librarian, effective May 17, 1969, with reduction from full to half-time employment from April 21 through May 16, 1969.

Verd, E. Thomas, Reference Librarian, effective July 31, 1969.

4. Leave of Absence Without Pay - 1969-70

Kingsly, Bernard, Assistant Professor of Education, cancellation of leave approved on February 28, 1969, and return to teaching in the Department of Education for academic year 1969-70.

Rivers, Travis, Assistant Professor of Music, Fall, Winter, and Spring.

5. Federal Grant Project Employment

Taber, Katherine S., Assistant Project Director, Okanogan County Project, full time, from March 1 through August 30, 1969.
Salary: \$1,166.66 per month.

6. Emeritus Rank

Barnes, James A., from Assistant Professor of Education to Emeritus Professor of Education, effective August 1, 1969.

7. Change of Status

Andrews, J. Austin, Acting Chairman, Department of Music, while Dr. Lotzenhiser is on sabbatical leave in 1969-70.
Carr, Ruth Richardson, from Visiting Assistant Professor to Assistant Professor of Music, effective September 1, 1969.
Hamilton, Marianna, from Visiting Instructor to Instructor in Art, effective September 1, 1969.
Parker, O. Jerry, from Visiting Assistant Professor to Assistant Professor of Chemistry, effective September 1, 1969.
Stevens, Harold K., Interim Director, Division of Creative Arts, while Dr. Lotzenhiser is on sabbatical leave in 1969-70.

8. Department Chairman, Extension of Terms of Office

Pierce, Donald F., extension of term as Chairman, Department of History, for an additional three years, from July 1, 1969, to July 1, 1972.
Powers, Walter L., extension of term as Chairman, Department of Psychology, through academic year 1969-70.

9. Summer School Staff

See attached list of Summer School Staff and Assignments

CHANGE ORDER ON PATTERSON HALL

Approval for a change order on Patterson Hall, in the amount of \$19,642.49, to the Vern W. Johnson Construction Company for building changes requested by the college was moved by Mr. Meagher, seconded by Mrs. Wilson, and passed.

PHYSICAL PLANT SERVICES BUILDING

Appointment of Barnard and Holloway, Architects, to design Physical Plant Services Buildings was moved by Mr. Meagher, seconded by Mrs. Wilson, and passed.

CHANGE ORDER #2

Change Order #2 to the Stevens Construction Company for remodeling changes in the amount of \$1,857.56, and this contract for remodeling work in Showalter and Martin Halls to be accepted as complete with no assessment for liquidated damages was moved by Mr. Meagher, seconded by Mrs. Wilson, and passed.

TRANSFORMER CHANGE OF CHANGE ORDER #2

Approval of Change Order #2 in the amount of \$6,269.22, for transformer changes to Crampton Electric for the Music-Speech Buildings was moved by Mr. Meagher, seconded by Mrs. Wilson, and passed.

CHANGE ORDER #3

Approval of Change Order #3, Bouten Construction Company, on the Music-Speech Buildings, for a credit of \$6,669.00, was moved by Mr. Meagher, seconded by Mrs. Wilson, and passed.

MORRISON CONSTRUCTION

Mr. Voorhees moved the acceptance of the low bids for the construction of Morrison Hall, contingent upon settlement of site acquisition, Mr. Meagher seconded, and it was passed.

TUITION BONDS FOR 1969

Mr. Meagher moved that the annual resolution required by law certifying to the State Treasurer the amount of tuition and normal school revenue required to be deposited in the Eastern Washington State College retirement fund in the 1969-70 fiscal year for debt service on tuition bonds be approved and transmitted to the State Treasurer, it was seconded by Mrs. Wilson, and passed.

INTERIM CONSTRUCTION FINANCING FOR MORRISON HALL

Mr. Meagher moved to approve the offer of 5% per annum interest rate offered by the Seattle-First National Bank with interest only on the outstanding balance, and also to establish the checking account for the Morrison Hall Construction Fund Bank Account with the Seattle-First National Bank. It was seconded by Mr. Erickson, and passed.

APPOINTMENT OF FINANCIAL CONSULTANT AND BOND COUNSEL FOR TUITION BONDS

Mr. Erickson moved and Mr. Voorhees seconded that Blyth and Company be appointed financial consultant. The appointment of bond counsel was deferred to the Executive Session at Mr. Meagher's request. The motion passed.

CITY OF CHENEY FIRE PROTECTION CONTRACT

Mr. Meagher moved for acceptance of the City of Cheney fire protection contract, Mrs. Wilson seconded, and it was passed.

FIELD HOUSE FIRE INSURANCE

Mr. Erickson moved to accept the fire insurance proposal on the Field House, Mr. Voorhees seconded, and it was passed.

1969-70 BOARD OF TRUSTEES MEETING SCHEDULE

The item was deferred to the next Board of Trustees Meeting.

BUDGET OF ASSOCIATED MEN STUDENTS AND ASSOCIATED WOMEN STUDENTS

Mr. Meagher made a motion to table the above item. The motion lost for a lack of a second. A motion was made not to incorporate the budget of the AMS and AWS into the Associated Student Budget by Mrs. Wilson, it was seconded by Mr. Meagher, and it was passed.

A 10-minute recess was requested at 9 p.m. by Mr. Voorhees and granted by Chairman Carmody. The meeting was reconvened at 9:10 p.m.

A DISCUSSION ON THE ATHLETIC CODE AND CLENCHED FIST SALUTE WAS HELD

It was moved by Mr. Erickson and seconded by Mr. Voorhees that a special meeting be called to discuss the above issues with all parties concerned.

EXECUTIVE SESSION WAS CALLED BY CHAIRMAN CARMODY AT 9:50 p.m.

Chairman Carmody reconvened the regular meeting after the Executive Session at 10:10 p.m. to act upon the following items:

TENURE FOR PROFESSOR WILLIAM SAGE

Mr. Meagher moved to grant tenure to William Sage, Assistant Professor of Art, it was seconded by Mrs. Wilson, and passed.

ADMINISTRATIVE SALARY CONSIDERATION (PRESIDENT)

It was moved by Mr. Meagher, seconded by Mrs. Wilson, and passed to establish President Shuck's salary for the 1969-70 academic year at \$31,400 effective September 1, 1969.

INFORMATIONAL ITEMS

The College has been named a beneficiary on insurance policies taken out by:
William R. Edwards, EWSC, Cheney, Washington
Donald J. Walker, 119 W. 6th, Cheney, Washington
Kenneth M. Heeter, Rt. 1, Box 64, Cheney, Washington
Frederick K. Morford, Jr., Streeter Hall, EWSC, Cheney, Wash.

Mr. Kennedy has acknowledged these bequests and expressed the appreciation of the College.

The following information items have been received and distributed to the Board:

1. Minutes of the Undergraduate Affairs Council meeting held April 17, 1969.
2. Minutes of the Academic Senate meeting held April 14, April 28, 1969.
3. Minutes of the Student Personnel Council meeting held April 8, 1969.
4. Minutes of the Faculty Affairs Council meeting held April 10, April 24, 1969.
5. Minutes of the Public Affairs Council meeting held April 10, April 17, 1969.
6. Minutes of the Faculty Organization meeting held April 15, 1969.
7. Central Washington State College Board of Trustees Minutes, March 9, 1969.
8. Western Washington State College Board of Trustees Minutes, March 13, 1969.
9. Evergreen State College Board of Trustees Minutes, April 12, 1969.
10. Association Governing Boards Meeting, Columbia, Missouri, April 20-22, 1969.
11. The receipt of bids for the construction of utility tunnels has been postponed from May 14, 1969, to May 20, 1969.
12. Appreciation letter from Dr. Paul Rozell.
13. Article: "Governing Boards -- Trustees Strive to Close Generation Gap - But Not by Opening Board To Students."
14. Report on Sabbatical Leave -- Professor Aretas A. Dayton, History and Economics.
15. Senate Resolution 1969 Ex. #31.
16. Eastern Washington State College Housing & Dining Facility Bonds in the approximate amount of \$3,355,000.
17. Out of State Travel.
18. Cash Receipts.
19. Preliminary Rough Draft on Some Material for a Student Handbook.

ADJOURNMENT

The meeting adjourned at 10:15 p.m. with the next meeting scheduled for June 20, 1969, at 7 p.m. at Eastern Washington State College, Cheney, Washington.

APPROVED:

AGENDA

Board of Trustees Meeting
Eastern Washington State College
6 p.m., May 16, 1969
Camlin Room, Ridpath Hotel
Spokane, Washington

- I. Approval of the minutes of the Board Meeting held April 18, 1969
- II. President's Report
- III. Personnel Actions
 - A. Administrative
 - B. Academic
 - C. Non-Academic
- IV. Policy and Procedure Recommendations
 - A. Building, Planning and Construction
 1. Approval for a change order on Patterson Hall, in the amount of \$19,642.49, to the Vern W. Johnson Construction Company for building changes requested by the college. (Attachment IV-A-1)
 2. Appointment of Barnard and Holloway, Architects, to design Physical Plant Services buildings. (Attachment IV-A-2)
 3. Change Order #2 to the Stevens Construction Company for re-modeling changes in the amount of \$1,857.56, and this contract for remodeling work be accepted as complete with no assessment for liquidated damages. (Attachment IV-A-3)
 4. Recommend approval of Change Order #2, Crampton Electric Company contract on Music-Speech Buildings, in the amount of \$6,269.22 for transformer change. (Attachment IV-A-4)
 5. Recommend approval of Change Order #3, Bouten Construction Company, on the Music-Speech Buildings, for a credit of \$6,669.00. (Attachment IV-A-5)
 6. Bids for the construction of Morrison Hall will be received on May 13, 1969.

IV. B. Business and Financial

1. Certificate to State Treasurer on 1969-70 debt service for tuition bonds. (Attachments IV-B-1, IV-B-2)
2. Morrison Hall interim construction financing. (Attachment IV-B-3)
3. Morrison Hall construction fund bank account. (Attachment IV-B-3)
- ✓ 4. Appointment of Financial Consultant and Bond Counsel for 1969 Tuition bonds. (Attachment IV-B-4)
5. Contract with City of Cheney for fire protection. (Attachments IV-B-5, IV-B-6)
6. Fire insurance on Field House. (Attachment IV-B-7)

C. New Business

1. Proposed Annual Board of Trustees Meeting Schedule. (Attachment IV-C-1)
- ✓ 2. Budget of AMS and AWS Incorporated into Associated Student Budget. (Attachment IV-C-2)
3. Any matters introduced by Board Members.

V. Administrative Activities and Policies

✓ A. Visitation Policy (Attachment V-A-1)

B. Master Degrees -- In accord with the previously adopted procedure for development of authorized graduate programs under the Master of Arts and Master of Science Degrees, the following programs have been approved beginning with the Fall Quarter of academic year 1969-70:

1. Master of Arts -- History
2. Master of Science -- Biology

VI. Executive Session

VII. Information Items:

- A. The College has been named a beneficiary on insurance policies taken out by:

William R. Edwards, EWSC, Cheney, Washington
Donald J. Walker, 119 W. 6th, Cheney, Washington
Kenneth M. Heeter, Rt. 1, Box 64, Cheney, Washington
Frederick K. Morford, Jr., Streeter Hall, EWSC, Cheney, Washington

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17. Out of State Travel.
18. Cash Receipts.
19. Preliminary Rough Draft on Some Material for a Student Handbook.

VIII. Adjournment

MEMO

Eastern Washington State College

To Dr. George J. Kabat, Dean of Academic Affairs

From Joe W. Chatburn, Dean of Special Programs

Date May 5, 1969

Subject 1969 Summer Quarter Staff for Board of Trustee approval

Following are additions to 1969 summer quarter staff:

Visiting	Degree	Department and Credit Hours	Amount
Emmons, Gay (Mrs.) 8510 Elm Street Fairchild Air Force Base 99011 June 16-August 15	B. A.	Art 5	\$ 800
Hansen, Irma (Mrs.) Big Bend Community College Moses Lake, Washington 98837 June 16-August 15	B. A.	Education 3	800
Boaz, Albert C. Walla Walla Community College 340 South Park Walla Walla, Washington 99362 June 16-August 15	B. Ed., B.S.	Biology 5	800
Bown, Charles C. c/o EWSC Business Department June 16-August 1	DBA	Business 3	700
Martinez, Orlando 2042 Eleventh Street Douglas, Arizona 85607 June 11-July 29	M. A.	Education (Spanish Workshop)	1,626
Espinosa, Jesus (Jim) M. 2509 Fifteenth Street Douglas, Arizona 85607 June 11-July 29	B. A.	Education (Spanish Workshop)	1,626

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RESIDENT FACULTY:

June 16-August 15	<u>Department and Credit Hours</u>	<u>Percentage of 2/9 of Annual Salary</u>	<u>Amount</u>
Young, Shik Chun	Economics 5	43.2	
Devin, Boyd	Drama 12 (12 month appointment)		

JWC s

III. PERSONNEL ACTIONS

A. Administrative

1. Change of Status

Kabat, George J., terminate administrative assignment as Dean of Academic Affairs, effective September 1, 1969; to continue as Professor of Sociology and Professor of Education. Salary: \$16,450 - academic year, 1969-70.

2. Administrative Appointments -- 1969-70

Jay, Elizabeth, Counsellor in Counseling Center, effective September 1, 1969. Salary: \$8450 for 10-month period.

B. Academic

1. Academic Year Appointments

Faculty - 1968-69

Anderson, William P., Graduate Assistant in Management, Spring Quarter. Salary: \$750.

Carriker, Robert, Part-time Instructor in History, Spring Quarter. Salary: \$600.

Fletcher, Violet, Substitute teacher for Campus School for 4 days. Salary: \$100.

Hepler, Cedric L., Part-time Instructor in Humanities, Spring Quarter. Salary: \$600.

Paetel, John H., Graduate Assistant in Accounting, Spring Quarter. Salary: \$750.

Sibulsky, Carol, Graduate Assistant in Management, Spring Quarter. Salary: \$750.

Yuse, Frank T., Part-time Instructor in English, Spring Quarter. Salary: \$480.

Pre-Graduate Assistants

Lysher, Gary, Pre-graduate Assistant in Sociology, Spring Quarter. Salary: \$75 per month.

Faculty - 1969-70

Balabanis, Achilles, Assistant Professor of Music, full time. Salary: \$10,500.

MacKinnon, Mary, Acting Instructor in Art (Visiting Instructor in Art if Master's completed). Salary: \$7,650.

III. PERSONNEL ACTIONS

Bucklin, Edith P., Assistant Professor of Physical Education, full time, with salary of \$9,000, contingent on completion of Master's Degree; otherwise, rank to be Instructor with salary of \$8,500.

Carey, Richard J., Assistant Professor of French, full time. Salary: \$11,200.

Dalapas, Antonia, Assistant Professor of Music, full time. Salary: \$9,700.

Engquist, Michael L., Assistant Professor of Mathematics, full time. Salary: \$10,200 without doctorate; \$11,000 with doctorate.

Martin, Jackson J., Associate Professor of Education; Director of the Campus School, full time. Salary: \$14,000 for eleven months beginning September 1.

Smith, Virginia A., Visiting Assistant Professor of Elementary Education, Campus School, full time. Salary: \$10,000.

Torres, David, Assistant Professor of Spanish, full time. Salary: \$9,500 without doctorate; \$10,500 with doctorate.

Trinkle, Bruce H., Visiting Assistant Professor of Music, full time. Salary: \$9,800.

2. Resignations - Academic

Chan, Benjamin C., Assistant Professor of Philosophy, effective June 6, 1969.

Ismael, Tareq Y., Assistant Professor of Political Science, effective June 6, 1969.

Rees, Willis W., Assistant Professor of Psychology, effective June 6, 1969.

Robaire, Simone, Assistant Professor of French, effective June 6, 1969.

Uibel, Howard F., Assistant Professor of Physical Education, effective June 6, 1969.

3. Resignations - Library

Uibel, Barbara S., Visiting Audio-Visual Librarian, effective May 17, 1969, with reduction from full to half-time employment from April 21 through May 16, 1969.

Verd, E. Thomas, Reference Librarian, effective July 31, 1969.

4. Leave of Absence Without Pay - 1969-70

Kingsly, Bernard, Assistant Professor of Education, cancellation of leave approved on February 28, 1969, and return to teaching in the Department of Education for academic year 1969-70.

III. PERSONNEL ACTIONS

Rivers, Travis, Assistant Professor of Music, Fall, Winter, and Spring.

5. Federal Grant Project Employment

Taber, Katherine S., Assistant Project Director, Okanogan County Project, full time, from March 1 through August 30, 1969.
Salary: \$1,166.66 per month.

6. Emeritus Rank

Barnes, James A., from Assistant Professor of Education to Emeritus Professor of Education, effective August 1, 1969.

7. Change of Status

Andrews, J. Austin, Acting Chairman, Department of Music, while Dr. Lotzenhiser is on sabbatical leave in 1969-70.

Carr, Ruth Richardson, from Visiting Assistant Professor to Assistant Professor of Music, effective September 1, 1969.

Hamilton, Marianna, from Visiting Instructor to Instructor in Art, effective September 1, 1969.

Parker, O. Jerry, from Visiting Assistant Professor to Assistant Professor of Chemistry, effective September 1, 1969.

Stevens, Harold K., Interim Director, Division of Creative Arts, while Dr. Lotzenhiser is on sabbatical leave in 1969-70.

8. Department Chairmen, Extension of Terms of Office

Pierce, Donald F., extension of term as Chairman, Department of History, for an additional three years, from July 1, 1969, to July 1, 1972.

Powers, Walter L., extension of term as Chairman, Department of Psychology, through academic year 1969-70.

C. Non-Summer School Staff

1. See attached list of Summer School Staff and Assignments.

C. Non-Academic

1. Appointments

Barrington, Thomas, Custodial Worker I for Physical Plant, effective April 7, 1969. Salary: \$390 per month. Replacing Sewell Prescott.

III. PERSONNEL ACTIONS

Byers, Sally, Secretary-Steno I for Geography Department, effective April 2, 1969. Salary: \$358 per month. Replacing Barbara Tarrant on eleven-month basis.

Conrath, Bert, Groundskeeper for Physical Plant, effective April 1, 1969. Salary: \$424 per month. A new position.

Gebhardt, Albert, Carpenter for Physical Plant, effective April 1, 1969. Salary: \$550 per month. A new position.

Grajzar, Carol, Secretary-Steno II for President's Office, effective April 1, 1969. Salary: \$424 per month. Replacing Lillian Bilesky.

Sims, Lynn, Registration Clerk I for the Registrar's Office, effective April 16, 1969. Salary \$328 per month. Replacing Peggy Chernecke.

2. Terminations

Chernecke, Peggy, Registration Clerk I for the Registrar's Office, effective April 17, 1969. No accrued annual leave.

Hatch, Sam, Custodial Worker III for Physical Plant, effective April 30, 1969. To be paid 17 days of accrued annual leave.

Tarrant, Barbara, Secretary-Steno I for Geography, effective April 4, 1969. To be paid 6 days of accrued annual leave.

3. On Leave

Bell, Shirley, Maternity Leave until further notice.

4. Other Changes

Baird, Velma, Custodial Worker II to Custodial Worker III for Housing Department, effective April 1, 1969, Reallocation, \$462 to \$550.

Bilesky, Lillian, Transfer as Secretary-Steno II from the President's Office to the Dean of Academic Affairs, effective April 1, 1969. Salary remains at \$424 per month, replacing Ronna Sharpe. The position was also reallocated at this time from a Secretary-Steno I.

Butler, Dorothy, Clerk-Typist I for Lyceum. Change from nine-month position to full time, and three months one-half time during summer.

Donnelly, Brian, Promotion from Goundskeeper to Trades Helper for Physical Plant, effective April 7, 1969, \$424 to \$462. A new position.

Mowatt, James, Custodial Worker II for the Physical Plant to Custodial Worker III, effective April 7, 1969, \$504 to \$550. A new position.

Prescott, Sewell, Custodial Worker I to Trades Helper for Physical Plant, effective April 1, 1969, \$390 to \$462. A new position.

5. Salary Increments

Coplen, May, Food Service Worker II for Tawanka Commons, effective April 1, 1969, \$407 to \$424.

III. PERSONNEL ACTIONS

Foust, Jack, Custodial Worker I for Housing, effective April 1, 1969, \$424 to \$443.

Huffman, Hazel, Food Service Worker I for Tawanka Commons, effective April 1, 1969, \$373 to \$390.

Phillips, Chester, Maintenance Mechanic II for Physical Plant, effective April 1, 1969, \$655 to \$685.

Schaefer, Georgia C., Secretary-Steno I for HPER&A, effective April 1, 1969, \$358 to \$373.

Simmons, Dixie, Secretary-Steno I for Creative Arts Speech Department, effective April 1, 1969, \$358 to \$373.

Tilley, Frankie, Head Cook for Tawanka Commons, effective April 1, 1969, \$550 to \$575.

Westmoreland, Marcille, Clerk-Typist I for Language and Literature Division, effective April 1, 1969, \$342 to \$358.

Windhorst, Linda, Clerk-Typist I for Instructional Materials Center, effective April 1, 1969, \$373 to \$390.